#### **United States Department of State**



# **Foreign Affairs Manual**

14 FAH-4 — Diplomatic Pouch and Mail Handbook

Change Transmittal: DPM-5 Date: September 28, 2009

# 14 FAH-4 H-110 INTRODUCTION

## **Changes**

- 1. Subchapter **14 FAH-4 H-110 Introduction** was revised making changes to Exhibit H-113. Changing Milan from category A post to category C post, and adding St. George's Grenada.
- 2. Change transmittal has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission.
- 3. Revisions since the last update appear in *italics* and *dark magenta*. Other than formal titles, the italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.
- 4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

### **Filing Instructions for Paper Copies**

- 1. Remove and discard old subchapter 14 FAH-4 H-110 (CT:DPM-2; 05-06-2009; 10 pages) and insert revised subchapter 14 FAH-4 H-110 (CT:DPM-5; 09-28-2009; 10 pages).
- 2. After inserting the material in the binder, insert this transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:DPM-5, and initial.

#### **Distribution Notice**

- 1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
- 2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
- 3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this transmittal letter.

(A/LM)